

DOC	10	REV DATE	30 Apr 80	BY	025251
ORIG COMP	31	OPI	31	TYPE	02
ORIG CLASS	5	PAGES	2	REV CLASS	5
JUST	22	NEXT REV	2010	AUTH	HR 70-2

28 JUN 1961

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MEMORANDUM FOR: Mr. [REDACTED]

SUBJECT : Protection of Classified Material Left  
in Washington in Event of Enemy Attack

1. I have read your memorandum, same subject, dated 22 June 1961 and its attachments with interest. It is noted that the paper dated September 18, 1957 from Chairman, Interdepartmental Committee on Internal Security to the Chairman, Interdepartmental Committee on Physical Security Equipment refers to the report dated 15 May 1957 on the protection of classified defense information in war time as not having been approved. It appears that the stumbling block was a suitable and reliable destruction device.

2. I am not aware whether destruction facilities have now (in the interim of four years) reached the capability where the ICIS proposal would be practical. If document destruction capabilities in the New Building with auxiliary equipment will be adequate to destroy quickly the amount of sensitive material which might be segregated within various offices, the ICIS idea might be worked out. However, in order to look further into this entire subject, it would be necessary for an Agency policy to be enunciated which would call for (a) the segregation of sensitive material by office or division, (b) the reproduction of copies of sensitive documents for storage at alternate Headquarters location, (c) the immediate destruction of the original sensitive documents retained and segregated at Headquarters upon orders from the DCI, (d) an agreement and order that all other classified material would be left locked in safes and vaults without human protection, (e) provisions for all personnel to be evacuated and (f) provisions for re-entry at first opportunity for protection of "left behind" material.

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25X1A9a 3. I believe that the next step to be taken toward resolving the question which was initiated by our series of questions sent to [REDACTED] under date of 29 July 1960, is now to determine from Physical Security Division the crash capacity of the incinerators in the New Building and any auxiliary equipment which might be available to us.

25X1A9a 4. Then we should reply to [REDACTED] letter of 6 June 1961 and point out to him that we feel that a much speedier resolution of our problems will be arrived at through a direct approach to an Agency policy by him rather than his suggested referral of the matter back to the ICIS which apparently let the matter remain dormant for almost four years. [REDACTED] should be advised that we have no representation on ICIS and that the subcommittee on which Mr. [REDACTED] serves is concerned only on physical security equipment and not with plans for emergencies. We should point out that since the ICIS paper was never approved, it cannot be used as a Government position; however, that we have determined the destruction capacity of the incinerators in the New Headquarters Building and auxiliary equipment, and based on that data, which should be given him, we suggest that he work up a proposed Agency policy covering the points enunciated in paragraph 2 above for approval of the DCI, using the ICIS paper as a guide, which he has stated he believes presents realistic and sound conclusions and recommendations.

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SIGNED

[REDACTED]  
Executive Officer

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Distribution:

25X1A9a 2 - Mr. [REDACTED]  
1 - War & Emergency Planning File  
1 - Chrono

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